

## Executive Summary

### Business Case

What is the importance of doing this project?  
(State in lost dollars, productivity loss, customer dissatisfaction, cost avoidance, risk, etc.)

### Root Cause Analysis

What are the critical findings/root causes that were discovered?

### Solutions Implemented

List key solutions that were implemented to address

### Project Results

What are the measurable process improvements/wins?

### Graphical Display of Improvement

Insert a Control Chart or Run Chart illustrating before and after process improvement